

# **Skill Evaluation Sheets**

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## Skill Drill 2-1 Proper Glove Removal Technique

<b>Task:</b> Remove gloves.					
<b>Performance Observations:</b> The candidate shall be able to demonstrate the proper glove removal technique.					
<b>Candidate Directive:</b> "Properly remove gloves."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Partially remove the first glove by pinching at the wrist. Be careful to touch only the outside of the glove.				
2.	Remove the second glove by pinching the exterior with the partially gloved hand.				
3.	Pull the second glove inside out toward the fingertips.				
4.	Grasp both gloves with your free hand touching only the clean, interior surfaces.				
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## Skill Drill 5-1 Obtaining a Blood Pressure by Auscultation or Palpation

<b>Evaluator Instructions:</b> Obtain a blood pressure by auscultation or palpation.					
<b>Performance Observations:</b> The candidate shall be able to correctly obtain a blood pressure by auscultation or palpation.					
<b>Candidate Directive:</b> "Properly obtain a blood pressure by auscultation or palpation."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply the cuff snugly.				
2.	Palpate the brachial artery.				
3.	Place the stethoscope over the brachial artery and grasp the ball-pump and turn-valve.				
4.	Close the valve, and pump to 20 mm Hg above the point at which you stop hearing pulse sounds. Note the systolic and diastolic pressures as you let air escape slowly.				
5.	Open the valve, and quickly release remaining air.				
6.	When using the palpation method, you should place your fingertips on the radial artery so you can feel the radial pulse.				
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## Skill Drill 6-1 Performing the Power Lift

<b>Task:</b> Perform the power lift.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform the power lift.					
<b>Candidate Directive:</b> "Properly perform the power lift."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Lock your back into an upright, inward curve. Spread and bend your legs. Grasp the backboard, palms up and just in front of you. Balance and center the weight between your arms.				
2.	Position your feet, straddle the object, and distribute weight.				
3.	Straighten your legs and lift, keeping your back locked in.				
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## Skill Drill 6-2 Performing the Diamond Carry

<b>Task:</b> Perform the diamond carry.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform the diamond carry.					
<b>Candidate Directive:</b> "Properly perform the diamond carry."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Position yourselves facing the patient.				
2.	After the patient has been lifted, the EMT-B at the foot turns to face forward.				
3.	EMT-Bs at the side each turn the head-end hand palm down and release the other hand.				
4.	EMT-Bs at the side turn toward the foot end.				
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### Skill Drill 6-3 Performing the One-Handed Carrying Technique

<b>Task:</b> Perform the one-handed carrying technique.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform the one-handed carrying technique.					
<b>Candidate Directive:</b> "Properly perform the one-handed carrying technique."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Face each other and use both hands.				
2.	Lift the backboard to carrying height.				
3.	Turn in the direction you will walk and switch to using one hand.				
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## Skill Drill 6-4 Carrying a Patient on Stairs

<b>Task:</b> Carry a patient on stairs.					
<b>Performance Observations:</b> The candidate shall be able to correctly carry a patient on stairs.					
<b>Candidate Directive:</b> "Properly carry a patient on stairs."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Strap the patient securely. Make sure one strap is tight across the upper torso, under the arms, and secured to the handles to prevent the patient from sliding.				
2.	Carry a patient down stairs with the foot end first, head elevated.				
3.	Carry the head end first going up stairs, always keeping the head elevated.				
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### Skill Drill 6-5 Using a Stair Chair

<b>Task:</b> Use a stair chair.					
<b>Performance Observations:</b> The candidate shall be able to correctly use a stair chair.					
<b>Candidate Directive:</b> "Properly use a stair chair."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Position and secure the patient on the chair with straps.				
2.	Take your places at the head and foot of the chair.				
3.	A third rescuer "backs up" the rescuer carrying the foot.				
4.	Lower the chair to roll on landings, or for transfer to the cot.				
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## Skill Drill 6-6 Performing the Rapid Extrication Technique

<b>Task:</b> Perform the rapid extrication technique.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform the rapid extrication technique.					
<b>Candidate Directive:</b> "Properly perform the rapid extrication technique."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	First EMT-B provides in-line manual support of the head and cervical spine.				
2.	Second EMT-B gives commands, applies a cervical collar, and performs initial assessment.				
3.	Second EMT-B supports the torso. Third EMT-B frees the patient's legs from the pedals and moves the legs together, without moving the pelvis or spine.				
4.	Second and Third EMT-Bs rotate the patient as a unit in several short, coordinated moves. First EMT-B (relieved by Fourth EMT-B or bystander as needed) supports the head and neck during rotation (and later steps).				
5.	First (or Fourth) EMT-B places the backboard on the seat against the patient's buttocks.				
6.	Third EMT-B moves to an effective position for sliding the patient. Second and Third EMT-Bs slide the patient along the backboard in coordinated, 8" to 12" moves until the hips rest on the backboard.				
7.	Third EMT-B exits the vehicle, moves to the backboard opposite Second EMT-B, and they continue to slide the patient until patient is fully on the board.				
8.	First (or Fourth) EMT-B continues to stabilize the head and neck while Second and Third EMT-Bs carry the patient away from the vehicle.				
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## Skill Drill 6-7 Extremity Lift

<b>Task:</b> Perform the extremity lift.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform the extremity lift.					
<b>Candidate Directive:</b> "Properly perform the extremity lift."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Patient's hands are crossed over the chest. First EMT-B grasps patient's wrists or forearms and pulls patient to a sitting position.				
2.	When the patient is sitting, First EMT-B passes his or her arms through patient's armpits and grasps patient's opposite (or his or her own) forearms or wrists. Second EMT-B kneels between the legs, facing in the same direction as the patient, and places his or her hands under the knees.				
3.	Both EMT-Bs rise to crouching. On command, both lift and begin to move.				
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## Skill Drill 6-8 Using a Scoop Stretcher

<b>Task:</b> Use a scoop stretcher.					
<b>Performance Observations:</b> The candidate shall be able to correctly use a scoop stretcher.					
<b>Candidate Directive:</b> "Properly use a scoop stretcher."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Adjust stretcher length.				
2.	Lift the patient slightly and slide stretcher into place, one side at a time.				
3.	Lock the stretcher ends together, avoiding pinching.				
4.	Secure the patient to the scoop stretcher and transfer it to the cot.				
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## Skill Drill 6-9 Loading a Cot Into an Ambulance

<b>Task:</b> Load a cot into an ambulance.					
<b>Performance Observations:</b> The candidate shall be able to correctly load a cot into an ambulance.					
<b>Candidate Directive:</b> "Properly load a cot into an ambulance."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Tilt the head of the cot upward, and place it into the patient compartment with the wheels on the floor.				
2.	Second rescuer on the side of the cot releases the undercarriage lock and lifts the undercarriage.				
3.	Roll the cot into the back of the ambulance.				
4.	Secure the cot to the brackets mounted in the ambulance.				
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## Skill Drill 7-1 Positioning the Unconscious Patient

<b>Task:</b> Position the unconscious patient.					
<b>Performance Observations:</b> The candidate shall be able to correctly position the unconscious patient.					
<b>Candidate Directive:</b> "Properly position the unconscious patient."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Support the head while your partner straightens the patient's legs.				
2.	Have your partner place his or her hand on the patient's far shoulder and hip.				
3.	Roll the patient as a unit with the person at the head calling the count to begin the move.				
4.	Open and assess the patient's airway and breathing status.				
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## Skill Drill 7-2 Inserting an Oral Airway

<b>Task:</b> Insert an oral airway.					
<b>Performance Observations:</b> The candidate shall be able to correctly insert an oral airway.					
<b>Candidate Directive:</b> "Properly insert an oral airway."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Size the airway by measuring from the patient's earlobe to the corner of the mouth.				
2.	Open the patient's mouth with the cross-finger technique. Hold the airway upside down with your other hand. Insert the airway with the tip facing the roof of the mouth and slide it in until it touches the roof of the mouth.				
3.	Rotate the airway 180°. Insert the airway until the flange rests on the patient's lips and teeth. In this position, the airway will hold the tongue forward.				
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## Skill Drill 7-3 Inserting an Oral Airway With a 90° Rotation

<b>Task:</b> Insert an oral airway with a 90° rotation.					
<b>Performance Observations:</b> The candidate shall be able to correctly insert an oral airway with a 90° rotation.					
<b>Candidate Directive:</b> "Properly insert an oral airway with a 90° rotation."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Depress the tongue so the tongue remains forward.				
2.	Insert the oral airway sideways from the corner of the mouth, until the flange reaches the teeth.				
3.	Rotate the oral airway at a 90° angle. Remove the tongue blade as you exert gentle backward pressure on the oral airway, until it rests securely in place against the lips and teeth.				
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## Skill Drill 7-4 Inserting a Nasal Airway

<b>Task:</b> Insert a nasal airway.					
<b>Performance Observations:</b> The candidate shall be able to correctly insert a nasal airway.					
<b>Candidate Directive:</b> "Properly insert a nasal airway."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Size the airway by measuring from the tip of the nose to the patient's earlobe. Coat the tip with a water-soluble lubricant.				
2.	Insert the lubricated airway into the larger nostril with the curvature following the floor of the nose. If you are using the right nare, the bevel should face the septum. If using the left nare, insert the airway with the tip of the airway pointing upward, which will allow the bevel to face the septum.				
3.	Gently advance the airway. If using the left nare, insert the nasopharyngeal airway until resistance is met. Then rotate the nasopharyngeal airway 180° into position. This rotation is not required if using the right nostril.				
4.	Continue until the flange rests against the skin. If you feel any resistance or obstruction, remove the airway and insert it into the other nostril.				
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## Skill Drill 7-5 Suctioning a Patient's Airway

<b>Task:</b> Suction a patient's airway.					
<b>Performance Observations:</b> The candidate shall be able to correctly suction a patient's airway.					
<b>Candidate Directive:</b> "Properly suction a patient's airway."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Make sure the suctioning unit is properly assembled and turn on the suction unit.				
2.	Measure the catheter from the corner of the mouth to the earlobe or angle of the jaw.				
3.	Open the patient's mouth and insert the catheter to the depth measured.				
4.	Apply suction in a circular motion as you withdraw the catheter. Do not suction an adult for more than 15 seconds.				
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### Skill Drill 7-6 Placing an Oxygen Cylinder Into Service

<b>Task:</b> Place an oxygen cylinder into service.					
<b>Performance Observations:</b> The candidate shall be able to correctly place an oxygen cylinder into service.					
<b>Candidate Directive:</b> "Properly place an oxygen cylinder into service."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Using an oxygen wrench, turn the valve counterclockwise to slowly "crack" the cylinder.				
2.	Attach the regulator/flowmeter to the valve stem using the two pin-indexing holes and make sure that the washer is in place over the larger hole.				
3.	Align the regulator so that the pins fit snugly into the correct holes on the valve stem, and hand tighten the regulator.				
4.	Attach the oxygen connective tubing to the flowmeter.				
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### Skill Drill 7-7 Performing Mouth-to-Mask Ventilation

<b>Task:</b> Perform mouth-to-mask ventilation.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform mouth-to-mask ventilation.					
<b>Candidate Directive:</b> "Properly perform mouth-to-mask ventilation."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Once the patient's head is properly positioned and an airway adjunct is inserted, place the mask on the patient's face. Seal the mask to the face using both hands (EC clamp).				
2.	Exhale slowly into the open port of the one-way valve for 2 seconds as you observe for adequate chest rise.				
3.	Remove your mouth and watch the patient's chest fall during exhalation.				
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## Skill Drill 8-1 Performing a Rapid Physical Exam

<b>Task:</b> Perform a rapid physical exam.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform a rapid physical exam.					
<b>Candidate Directive:</b> "Properly perform a rapid physical exam."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Assess the head. Have your partner maintain in-line stabilization.				
2.	Assess the neck. Apply a cervical spinal immobilization device on trauma patients.				
3.	Assess the chest. Listen to breath sounds on both sides of the chest.				
4.	Assess the abdomen.				
5.	Assess the pelvis. If there is not pain, gently compress the pelvis downward and inward to look for tenderness or instability.				
6.	Assess all four extremities. Assess pulse, motor, and sensory function.				
7.	Assess the back. In trauma patients, roll the patient in one motion.				
Retest Approved By:			Retest Evaluation:		

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## Skill Drill 8-2 Focused Physical Exam

<b>Task:</b> Perform a focused physical exam.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform a focused physical exam.					
<b>Candidate Directive:</b> "Properly perform a focused physical exam."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Gently palpate the head for any pain, deformity, tenderness, crepitus, and bleeding. Ask a responsive patient if he or she feels any pain or tenderness.				
2.	Gently palpate the back of the neck. Ask a responsive patient if he or she feels any pain or tenderness.				
3.	Inspect, visualize, and palpate over the chest area for injury or signs of trauma. Auscultate breath sounds.				
4.	Palpate the abdomen, evaluating for tenderness and bleeding.				
5.	Inspect the pelvis for any obvious signs of injury, bleeding, or deformity. If the patient reports no pain, gently press downward and inward on the pelvic bones.				
6.	Inspect the extremities for cuts, bruises, swelling, obvious injuries, and bleeding. Palpate along each extremity for deformities. Check for pulses and motor and sensory function.				
7.	Feel the back for tenderness, deformity, and open wounds. Carefully palpate the spine from the neck to the pelvis for tenderness or deformity. Look under clothing for obvious injuries, including bruising and bleeding.				
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## Skill Drill 8-3 Performing the Detailed Physical Exam

<b>Task:</b> Perform the detailed physical exam.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform the detailed physical exam.					
<b>Candidate Directive:</b> "Properly perform the detailed physical exam."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Observe the face.				
2.	Inspect the area around the eyes and eyelids.				
3.	Examine the eyes for redness and contact lenses. Check pupil function.				
4.	Look behind the ears for Battle's sign.				
5.	Check the ears for drainage or blood.				
6.	Observe and palpate the head.				
7.	Palpate the zygomas.				
8.	Palpate the maxillae.				
9.	Palpate the mandible.				
10.	Assess the mouth and nose.				
11.	Check for unusual breath odors.				
12.	Inspect the neck.				
13.	Palpate the front and back of the neck.				
14.	Observe for jugular vein distention.				
15.	Inspect the chest and observe breathing motion.				
16.	Gently palpate over the ribs.				
17.	Listen to anterior breath sounds (midaxillary, midclavicular).				
18.	Listen to posterior breath sounds (bases, apices).				
19.	Observe the abdomen and pelvis.				
20.	Gently palpate the abdomen.				
21.	Gently compress the pelvis from the sides.				
22.	Gently press the iliac crests.				
23.	Inspect the extremities; assess distal circulation and motor and sensory function.				
24.	Log roll the patient and inspect the back.				
<b>Retest Approved By:</b>			<b>Retest Evaluation:</b>		



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### Skill Drill 11-1 Assisting a Patient With a Metered-Dose Inhaler

<b>Task:</b> Assist a patient with a metered-dose inhaler.					
<b>Performance Observations:</b> The candidate shall be able to correctly assist a patient with a metered-dose inhaler.					
<b>Candidate Directive:</b> "Properly assist a patient with a metered-dose inhaler."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Ensure inhaler is at room temperature or warmer.				
2.	Remove oxygen mask. Hand inhaler to patient. Instruct about breathing and lip seal.				
3.	Instruct patient to press inhaler and inhale. Instruct about breath holding.				
4.	Reapply oxygen. After a few breaths, have patient repeat dose if order/protocol allow.				
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### Skill Drill 12-1 Administration of Nitroglycerin

<b>Task:</b> Administer nitroglycerin.					
<b>Performance Observations:</b> The candidate shall be able to correctly administer nitroglycerin.					
<b>Candidate Directive:</b> "Properly administer nitroglycerin."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Obtain an order from medical direction—either online or offline protocol. Take the patient's blood pressure. Administer nitroglycerin only if the systolic blood pressure is greater than 100 mm Hg.				
2.	Check the medication and expiration date. Question the patient about the last dose he or she took and its effects. Make sure that the patient understands the route of administration. Prepare to have the patient lie down to prevent fainting.				
3.	Ask the patient to lift his or her tongue. Place the tablet or spray the dose underneath the tongue (while wearing gloves), or have the patient do so. Have the patient keep his or her mouth closed with the tablet under the tongue until it is dissolved and absorbed. Caution the patient against chewing or swallowing the tablet.				
4.	Recheck blood pressure within 5 minutes. Record each medication and the time of administration. Reevaluate the chest pain and repeat treatment if necessary.				
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## Skill Drill 12-2 AED and CPR

<b>Task:</b> Perform AED and CPR.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform AED and CPR.					
<b>Candidate Directive:</b> "Properly perform administration of AED and CPR."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Stop CPR if in progress. Assess responsiveness. Check breathing and pulse. If unresponsive and not breathing adequately, give two slow ventilations.				
2.	If pulseless, begin CPR. Prepare the AED pads. Turn on the AED; begin narrative if needed.				
3.	Apply AED pads. Stop CPR.				
4.	Verbally and visually clear the patient. Push the analyze button if there is one. Wait for the AED to analyze the rhythm. If no shock advised, perform CPR for 1 minute. If shock advised, recheck that all are clear, and push the Shock button. Push the analyze button, if needed, to analyze the rhythm again. Press shock if advised (second shock). Push the analyze button, if needed, to analyze the rhythm again. Press shock if advised (third shock).				
5.	Check pulse. If pulse is present, check breathing. Gather additional information on the arrest event.				
6.	If breathing adequately, give oxygen and transport. If not, open airway, ventilate, and transport. If no pulse, perform CPR for 1 minute. Clear the patient, and analyze again. If necessary, repeat one cycle of up to three shocks. Transport and call medical control. Continue to support breathing or perform CPR, as needed.				
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### Skill Drill 15-1 Administering Glucose

<b>Task:</b> Administer glucose.					
<b>Performance Observations:</b> The candidate shall be able to correctly administer glucose.					
<b>Candidate Directive:</b> "Properly administer glucose."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Make sure that the tube of glucose is intact and has not expired.				
2.	Squeeze a generous amount of oral glucose onto the bottom third of a bite stick or tongue depressor.				
3.	Open the patient's mouth. Place the tongue depressor on the mucous membranes between the cheek and the gum with the gel side next to the cheek. Repeat until the entire tube has been used.				
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## Skill Drill 16-1 Using an Auto-Injector

<b>Task:</b> Use an auto-injector.					
<b>Performance Observations:</b> The candidate shall be able to correctly use an auto-injector.					
<b>Candidate Directive:</b> "Properly use an auto-injector."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Remove the auto-injector's safety cap and quickly wipe the thigh with antiseptic.				
2.	Place the tip of the auto-injector against the lateral part of the thigh.				
3.	Push the auto-injector firmly against the thigh, and hold it in place until all the medication has been injected.				
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## Skill Drill 16-2 Using an AnaKit

<b>Task:</b> Use an AnaKit.					
<b>Performance Observations:</b> The candidate shall be able to correctly use an AnaKit.					
<b>Candidate Directive:</b> "Properly use an AnaKit."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Prepare the injection site with antiseptic, and remove the needle cover.				
2.	Hold the syringe upright, and carefully use the plunger to remove air.				
3.	Turn the plunger one-quarter turn.				
4.	Quickly insert the needle into the muscle.				
5.	Hold the syringe steady, and push the plunger until it stops.				
6.	Have the patient chew and swallow the Chlo-Amine antihistamine tablets provided in the kit.				
7.	If available, apply a cold pack to the sting site.				
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## Skill Drill 18-1 Treating for Heat Exhaustion

<b>Task:</b> Treat for heat exhaustion.					
<b>Performance Observations:</b> The candidate shall be able to correctly treat for heat exhaustion.					
<b>Candidate Directive:</b> "Properly treat for heat exhaustion."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Remove extra clothing.				
2.	Move the patient to a cooler environment. Give oxygen. Place the patient in a supine position, elevate the legs, and fan the patient.				
3.	If the patient is fully alert, give water by mouth.				
4.	If nausea develops, transport on the side.				
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## Skill Drill 18-2 Stabilizing a Suspected Spinal Injury in the Water

<b>Task:</b> Stabilize a suspected spinal injury in the water.					
<b>Performance Observations:</b> The candidate shall be able to correctly stabilize a suspected spinal injury in the water.					
<b>Candidate Directive:</b> "Properly stabilize a suspected spinal injury in the water."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Turn the patient to a supine position by rotating the entire upper half of the body as a single unit.				
2.	As soon as the patient is turned, begin artificial ventilation using the mouth-to-mouth method or a pocket mask.				
3.	Float a buoyant backboard under the patient.				
4.	Secure the patient to the backboard.				
5.	Remove the patient from the water.				
6.	Cover the patient with a blanket and apply oxygen if breathing. Begin CPR if breathing and pulse are absent.				
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## Skill Drill 20-1 Delivering the Baby

<b>Task:</b> Deliver the baby.					
<b>Performance Observations:</b> The candidate shall be able to correctly deliver the baby.					
<b>Candidate Directive:</b> "Properly deliver the baby."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Support the bony parts of the head with your hands as it emerges. Suction fluid from the mouth, then nostrils.				
2.	As the upper shoulder appears, guide the head down slightly, if needed, to deliver the shoulder.				
3.	Support the head and upper body as the lower shoulder delivers, guiding the head up if needed.				
4.	Handle the slippery, delivered infant firmly but gently, keeping the neck in neutral position to maintain the airway.				
5.	Place the umbilical cord clamps 2" to 4" apart, and cut between them.				
6.	Allow the placenta to deliver itself. Do not pull on the cord to speed delivery.				
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## Skill Drill 20-2 Giving Chest Compressions to an Infant

<b>Task:</b> Give chest compressions to an infant.					
<b>Performance Observations:</b> The candidate shall be able to correctly give infant chest compressions.					
<b>Candidate Directive:</b> "Properly give infant chest compressions."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Find the proper position: just below the nipple line, middle or lower third of the sternum.				
2.	Wrap your hands around the body, with your thumbs resting at that position.				
3.	Press your thumbs gently against the sternum, compressing 1/2" to 3/4" deep.				
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## Skill Drill 22-1 Controlling External Bleeding

<b>Task:</b> Control external bleeding.					
<b>Performance Observations:</b> The candidate shall be able to correctly control external bleeding.					
<b>Candidate Directive:</b> "Properly control external bleeding."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply direct pressure over the wound. Elevate the injury above the level of the heart if no fracture is suspected.				
2.	Apply a pressure dressing.				
3.	Apply pressure at the appropriate pressure point while continuing to hold direct pressure.				
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## Skill Drill 22-2 Applying a Pneumatic Antishock Garment (PASG)

<b>Task:</b> Apply a PASG.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a PASG.					
<b>Candidate Directive:</b> "Properly apply a PASG."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply the garment so that the top is below the lowest rib.				
2.	Enclose both legs and the abdomen.				
3.	Open the stopcocks.				
4.	Inflate with the foot pump, and close the stopcocks when the patient's systolic blood pressure reaches 100 mm Hg or the Velcro crackles.				
5.	Check the patient's blood pressure again. Monitor vital signs.				
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## Skill Drill 22-3 Applying a Tourniquet

<b>Task:</b> Apply a tourniquet.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a tourniquet.					
<b>Candidate Directive:</b> "Properly apply a tourniquet."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Create a 4"-wide, multilayered bandage. Wrap the bandage twice around the extremity, just above the bleeding site.				
2.	Tie a single knot, and place a stick on the top of it.				
3.	Tie a square knot over the stick, and then twist the stick until the bleeding stops.				
4.	Secure the stick so that it will not unwind. Write "TK" and the exact time you applied the tourniquet on a piece of adhesive tape, fasten the tape to the patient's forehead, and notify hospital personnel on arrival.				
5.	You can also use a blood pressure cuff as an effective tourniquet.				
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## Skill Drill 22-4 Controlling Epistaxis

<b>Task:</b> Control epistaxis.					
<b>Performance Observations:</b> The candidate shall be able to correctly control epistaxis.					
<b>Candidate Directive:</b> "Properly control epistaxis."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Use BSI precautions. Position the patient: sitting, leaning forward. Apply direct pressure, pinching the fleshy part of the nostrils.				
2.	Alternative method: Use pressure with a rolled gauze bandage between the upper lip and gum. Calm the patient.				
3.	Apply ice over the nose. Maintain pressure until bleeding is controlled. Provide prompt transport after bleeding stops. Transport immediately if indicated. Assess and treat for shock, including oxygen, as needed.				
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## Skill Drill 23-1 Treating Shock

<b>Task:</b> Treat shock.					
<b>Performance Observations:</b> The candidate shall be able to correctly treat shock.					
<b>Candidate Directive:</b> "Properly treat shock."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Keep the patient supine, open the airway, and check breathing and pulse.				
2.	Control obvious external bleeding.				
3.	Splint any broken bones or joint injuries.				
4.	Give high-flow oxygen if you have not already done so, and place blankets under and over the patient.				
5.	If no fractures are suspected, elevate the legs 6" to 12".				
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## Skill Drill 24-1 Controlling Bleeding From a Soft-Tissue Injury

<b>Task:</b> Control bleeding from a soft-tissue injury.					
<b>Performance Observations:</b> The candidate shall be able to correctly control bleeding from a soft-tissue injury.					
<b>Candidate Directive:</b> "Properly control bleeding from a soft-tissue injury."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply direct pressure with a sterile bandage.				
2.	Maintain pressure with a roller bandage.				
3.	If bleeding continues, apply a second dressing and roller bandage over the first.				
4.	Splint the extremity.				
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## Skill Drill 24-2 Stabilizing an Impaled Object

<b>Task:</b> Stabilize an impaled object.					
<b>Performance Observations:</b> The candidate shall be able to correctly stabilize an impaled object.					
<b>Candidate Directive:</b> "Properly stabilize an impaled object."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Do not attempt to move or remove the object. Stabilize the impaled body part.				
2.	Control bleeding and stabilize the object in place using soft dressings, gauze, and/or tape.				
3.	Tape a rigid item over the stabilized object to protect it from movement during transport.				
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## Skill Drill 24-3 Caring For Burns

<b>Task:</b> Care for burns.					
<b>Performance Observations:</b> The candidate shall be able to correctly care for burns.					
<b>Candidate Directive:</b> "Properly care for burns."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Follow BSI precautions to help prevent infection. If safe to do so, remove the patient from the burning area; extinguish or remove hot clothing and jewelry as necessary. If the wound(s) is still burning or hot, immerse the hot area in cool, sterile water, or cover with a wet, cool dressing.				
2.	Provide high-flow oxygen and continue to assess the airway.				
3.	Estimate the severity of the burn, then cover the area with a dry, sterile dressing or clean sheet. Assess and treat the patient for any other injuries.				
4.	Prepare for transport. Treat for shock.				
5.	Cover the patient with blankets to prevent loss of body heat. Transport promptly.				
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## Skill Drill 25-1 Removing a Foreign Object From Under the Upper Eyelid

<b>Task:</b> Remove a foreign object from under the upper eyelid.					
<b>Performance Observations:</b> The candidate shall be able to remove a foreign object from under the upper eyelid.					
<b>Candidate Directive:</b> "Properly remove a foreign object from under the upper eyelid."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Have the patient look down, grasp the upper lashes, and gently pull the lid away from the eye.				
2.	Place a cotton-tipped applicator on the outer surface of the upper lid.				
3.	Pull the lid forward and up, folding it back over the applicator.				
4.	Gently remove the foreign object from the eyelid with a moistened, sterile applicator.				
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## Skill Drill 25-2 Stabilizing a Foreign Object Impaled in the Eye

<b>Task:</b> Stabilize a foreign object impaled in the eye.					
<b>Performance Observations:</b> The candidate shall be able to stabilize a foreign object impaled in the eye.					
<b>Candidate Directive:</b> "Properly stabilize a foreign object impaled in the eye."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	To prepare a doughnut ring, wrap a 2" roll around your fingers and thumb seven or eight times. Adjust the diameter by spreading your fingers.				
2.	Wrap the remainder of the roll . . .				
3.	. . . working around the ring.				
4.	Place the dressing over the eye to hold the impaled object in place, then secure it with a gauze dressing.				
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## Skill Drill 26-1 Controlling Bleeding From a Neck Injury

<b>Task:</b> Control bleeding from a neck injury.					
<b>Performance Observations:</b> The candidate shall be able to correctly control bleeding from a neck injury.					
<b>Candidate Directive:</b> "Properly control bleeding from a neck injury."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply direct pressure to control bleeding.				
2.	Use roller gauze to secure a dressing in place.				
3.	Wrap the bandage around and under the patient's shoulder.				
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## Skill Drill 29-1 Assessing Neurovascular Status

<b>Task:</b> Assess the neurovascular status.					
<b>Performance Observations:</b> The candidate shall be able to correctly assess the neurovascular status.					
<b>Candidate Directive:</b> "Properly assess the neurovascular status."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Palpate the radial pulse in the upper extremity.				
2.	Palpate the posterior tibial pulse in the lower extremity.				
3.	Assess capillary refill by blanching a fingernail or toenail.				
4.	Assess sensation on the flesh near the tip of the index finger.				
5.	On the foot, first check sensation on the flesh near the tip of the great toe.				
6.	Also check foot sensation on the lateral side.				
7.	Evaluate motor function by asking the patient to open the hand. (Perform motor tests only if the hand or foot is not injured. Stop a test if it causes pain.)				
8.	Also ask the patient to make a fist.				
9.	To evaluate motor function in the foot, ask the patient to extend the foot.				
10.	Also have the patient flex the foot and wiggle the toes.				
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## Skill Drill 29-2 Caring for Musculoskeletal Injuries

<b>Task:</b> Care for musculoskeletal injuries.					
<b>Performance Observations:</b> The candidate shall be able to correctly care for musculoskeletal injuries.					
<b>Candidate Directive:</b> "Properly care for musculoskeletal injuries."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Cover open wounds with a dry, sterile dressing, and apply pressure to control bleeding.				
2.	Apply a splint, and elevate the extremity about 6" (slightly above the level of the heart).				
3.	Apply cold packs if there is swelling, but do not place them directly on the skin.				
4.	Position the patient for transport, and secure the injured area.				
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## Skill Drill 29-3 Applying a Rigid Splint

<b>Task:</b> Apply a rigid splint.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a rigid splint.					
<b>Candidate Directive:</b> "Properly apply a rigid splint."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Provide gentle support and in-line traction for the limb.				
2.	Second EMT-B places the splint alongside or under the limb. Pad between the limb and the splint as needed to ensure even pressure and contact.				
3.	Secure the splint to the limb with bindings.				
4.	Assess and record distal neurovascular function.				
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## Skill Drill 29-4 Applying a Zippered Air Splint

<b>Task:</b> Apply a zippered air splint.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a zippered air splint.					
<b>Candidate Directive:</b> "Properly apply a zippered air splint."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Support the injured limb and apply gentle traction as your partner applies the open, deflated splint.				
2.	Zip up the splint, inflate it by pump or by mouth, and test the pressure. Check and record distal neurovascular function.				
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## Skill Drill 29-5 Applying an Unzippered Air Splint

<b>Task:</b> Apply an unzippered air splint.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply an unzippered air splint.					
<b>Candidate Directive:</b> "Properly apply an unzippered air splint."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Support the injured limb. Have your partner place his or her arm through the splint to grasp the patient's hand or foot.				
2.	Apply gentle traction while sliding the splint onto the injured limb.				
3.	Inflate the splint.				
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## Skill Drill 29-6 Applying a Vacuum Splint

<b>Task:</b> Apply a vacuum splint.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a vacuum splint.					
<b>Candidate Directive:</b> "Properly apply a vacuum splint."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Stabilize and support the injury.				
2.	Place the splint and wrap it around the limb.				
3.	Draw the air out of the splint through the suction valve, and seal the valve.				
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## Skill Drill 29-7 Applying a Hare Traction Splint

<b>Task:</b> Apply a Hare traction splint.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a Hare traction splint.					
<b>Candidate Directive:</b> "Properly apply a Hare traction splint."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Expose the injured limb and check pulse, motor, and sensory function. Place the splint beside the uninjured limb, adjust the splint to the proper length, and prepare the straps.				
2.	Support the injured limb as your partner fastens the ankle hitch about the foot and ankle.				
3.	Continue to support the limb as your partner applies gentle in-line traction to the ankle hitch and foot.				
4.	Slide the splint into position under the injured limb.				
5.	Pad the groin, and fasten the ischial strap.				
6.	Connect the loops of the ankle hitch to the end of the splint as your partner continues to maintain traction. Carefully tighten the ratchet to the point that the splint holds adequate traction.				
7.	Secure and check support straps. Assess pulse, motor, and sensory functions.				
8.	Secure the patient and splint to the backboard in a way that will prevent movement of the splint during patient movement and transport.				
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## Skill Drill 29-8 Applying a Sager Traction Splint

<b>Task:</b> Apply a Sager traction splint.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a Sager traction splint.					
<b>Candidate Directive:</b> "Properly apply a Sager traction splint."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	After exposing the injured area, check the patient's pulse and motor and sensory function. Adjust the thigh strap so that it lies anteriorly when secured.				
2.	Estimate the proper length of the splint by placing it next to the injured limb. Fit the ankle pads to the ankle.				
3.	Place the splint at the inner thigh, apply the thigh strap at the upper thigh, and secure snugly.				
4.	Tighten the ankle harness just above the malleoli. Snug the cable ring against the bottom of the foot.				
5.	Extend the splint's inner shaft to apply traction at about 10% of body weight.				
6.	Secure the splint with elasticized cravats.				
7.	Secure the patient to a long backboard. Check pulse, motor, and sensory functions.				
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## Skill Drill 29-9 Splinting the Hand and Wrist

<b>Task:</b> Splint the hand and wrist.					
<b>Performance Observations:</b> The candidate shall be able to correctly splint the hand and wrist.					
<b>Candidate Directive:</b> "Properly splint the hand and wrist."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Move the hand into the position of function. Place a soft roller bandage in the palm.				
2.	Apply a padded board splint on the palmar side with fingers exposed.				
3.	Secure the splint with a roller bandage.				
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### Skill Drill 30-1 Performing Manual In-Line Stabilization

<b>Task:</b> Perform manual in-line stabilization.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform manual in-line stabilization.					
<b>Candidate Directive:</b> "Properly perform manual in-line stabilization."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Kneel behind the patient, and place your hands firmly around the base of the skull on either side.				
2.	Support the lower jaw with your index and long fingers and the head with your palms. Gently lift the head into a neutral, eyes-forward position, aligned with the torso. Do not move the head or neck excessively, forcefully, or rapidly.				
3.	Continue to support the head manually while your partner places a rigid cervical collar around the neck. Maintain manual support until you have completely secured the patient to a backboard.				
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### Skill Drill 30-2 Immobilizing a Patient to a Long Backboard

<b>Task:</b> Immobilize a patient to a long backboard.					
<b>Performance Observations:</b> The candidate shall be able to correctly immobilize a patient to a long backboard.					
<b>Candidate Directive:</b> "Properly immobilize a patient to a long backboard."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply and maintain cervical stabilization. Assess distal functions in all extremities.				
2.	Apply a cervical collar.				
3.	Rescuers kneel on one side of the patient and place hands on the far side of the patient.				
4.	On command, rescuers roll the patient toward themselves, quickly examine the back, slide the backboard under the patient, and roll the patient onto the backboard.				
5.	Center the patient on the board.				
6.	Secure the upper torso first.				
7.	Secure the chest, pelvis, and upper legs.				
8.	Begin to secure the patient's head by using a commercial immobilization device or rolled towels.				
9.	Place tape across the patient's forehead.				
10.	Check all straps and readjust as needed. Reassess distal functions in all extremities.				
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## Skill Drill 30-3 Immobilizing a Patient Found in a Sitting Position

<b>Task:</b> Immobilize a patient found in a sitting position.					
<b>Performance Observations:</b> The candidate shall be able to correctly immobilize a patient found in a sitting position.					
<b>Candidate Directive:</b> "Properly immobilize a patient found in a sitting position."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Stabilize the head and neck in a neutral, in-line position. Assess pulse, motor, and sensory function in each extremity. Apply a cervical collar.				
2.	Insert a short spine immobilization device between the patient's upper back and the seat.				
3.	Open the side flaps and position them around the patient's torso, snug around the armpits.				
4.	Secure the upper torso straps, then the midtorso flaps.				
5.	Secure the groin (leg) straps. Check and adjust torso straps.				
6.	Pad between the head and the device as needed. Secure the forehead strap, and fasten the lower head strap around the collar.				
7.	Wedge a long backboard next to the patient's buttocks.				
8.	Turn and lower the patient onto the long board. Lift the patient, and slip the long board under the spine device.				
9.	Secure the immobilization devices to each other. Reassess pulse, motor, and sensory functions in each extremity.				
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# Skill Drill 30-4 Immobilizing a Patient Found in a Standing Position

<b>Task:</b> Immobilize a patient found in a standing position.					
<b>Performance Observations:</b> The candidate shall be able to correctly immobilize a patient found in a standing position.					
<b>Candidate Directive:</b> "Properly immobilize a patient found in a standing position."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	While manually stabilizing the head and neck, apply a cervical collar. Position the board behind the patient.				
2.	Position EMT-Bs at sides and behind the patient. Side EMT-Bs reach under patient's arms and grasp handholds at or slightly above shoulder level.				
3.	Prepare to lower the patient. EMT-Bs on the sides should be facing the EMT-B at the head and wait for his or her direction.				
4.	On command, lower the backboard to the ground.				
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## Skill Drill 30-5 Application of a Cervical Collar

<b>Task:</b> Apply a cervical collar.					
<b>Performance Observations:</b> The candidate shall be able to correctly apply a cervical collar.					
<b>Candidate Directive:</b> "Properly apply a cervical collar."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply in-line stabilization.				
2.	Measure the proper collar size.				
3.	Place the chin support first.				
4.	Wrap the collar around the neck and secure the collar.				
5.	Ensure proper fit and maintain neutral, in-line stabilization.				
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### Skill Drill 30-6 Removing a Helmet

<b>Task:</b> Remove a helmet.					
<b>Performance Observations:</b> The candidate shall be able to correctly remove a helmet.					
<b>Candidate Directive:</b> "Properly remove a helmet."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Kneel down at the patient's head with your partner at one side. Open the face shield to assess airway and breathing. Remove eyeglasses if present.				
2.	Prevent head movement by placing your hands on either side of the helmet and fingers on the lower jaw. Have your partner loosen the strap.				
3.	Have your partner place one hand at the angle of the lower jaw and the other at the occiput.				
4.	Gently slip the helmet about halfway off, then stop.				
5.	Have your partner slide the hand from the occiput to the back of the head to prevent it from snapping back.				
6.	Remove the helmet, and stabilize the cervical spine. Apply a cervical collar and secure the patient to a long backboard. Pad as needed to prevent neck flexion or extension.				
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## Skill Drill 32-1 Positioning the Airway in a Child

<b>Task:</b> Position the airway in a child.					
<b>Performance Observations:</b> The candidate shall be able to correctly position the airway in a child.					
<b>Candidate Directive:</b> "Properly position the airway in a child."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Position the child on a firm surface.				
2.	Place a folded towel about 1" thick under the shoulders and back.				
3.	Immobilize the forehead to limit movement and use the head tilt-chin lift to open the airway.				
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## Skill Drill 32-2 Inserting an Oropharyngeal Airway in a Child

<b>Task:</b> Insert an oropharyngeal airway in a child.					
<b>Performance Observations:</b> The candidate shall be able to correctly insert an oropharyngeal airway in a child.					
<b>Candidate Directive:</b> "Properly insert an oropharyngeal airway in a child."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Determine the appropriately sized airway. Confirm the correct size visually, by placing it next to the patient's face.				
2.	Position the patient's airway with the appropriate method.				
3.	Open the mouth. Insert the airway until the flange rests against the lips. Reassess the airway.				
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## Skill Drill 32-3 Inserting a Nasopharyngeal Airway in a Child

<b>Task:</b> Insert a nasopharyngeal airway in a child.					
<b>Performance Observations:</b> The candidate shall be able to correctly insert a nasopharyngeal airway in a child.					
<b>Candidate Directive:</b> "Properly insert a nasopharyngeal airway in a child."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Determine the correct airway size by comparing its diameter to the opening of the nostril (naris). Place the airway next to the patient's face to confirm correct length. Position the airway.				
2.	Lubricate the airway. Insert the tip into the right naris with the bevel pointing toward the septum.				
3.	Carefully move the tip forward until the flange rests against the outside of the nostril. Reassess the airway.				
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## Skill Drill 32-4 One-Person BVM Ventilation on a Child

<b>Task:</b> Perform one-person BVM ventilation on a child.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform one-person BVM ventilation on a child.					
<b>Candidate Directive:</b> "Properly perform one-person BVM ventilation on a child."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Open the airway and insert the appropriate airway adjunct.				
2.	Hold the mask on the patient's face with a one-handed head tilt-chin lift technique (EC grip). Ensure a good mask-to-face seal while maintaining the airway.				
3.	Squeeze the bag 20 times/min for a child, or 30 times/min for an infant. Allow adequate time for exhalation.				
4.	Assess effectiveness of ventilation by watching bilateral rise and fall of the chest.				
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## Skill Drill 32-5 Removing a Foreign Body Obstruction in an Unconscious Child

<b>Task:</b> Remove a foreign body obstruction in an unconscious child.					
<b>Performance Observations:</b> The candidate shall be able to correctly remove a foreign body obstruction in an unconscious child.					
<b>Candidate Directive:</b> "Properly remove a foreign body obstruction in an unconscious child."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Position the child on a firm, flat surface.				
2.	Inspect the airway. Remove any foreign object that you can see.				
3.	Attempt rescue breathing. If unsuccessful, reposition the head and try again.				
4.	If ventilation is unsuccessful, position your hands on the abdomen above the navel and well below the rib cage. Give five abdominal thrusts.				
5.	Open the airway again to try to see the object. Only try to remove the obstruction if you can see it. Attempt rescue breathing. If unsuccessful, reposition the head and try again. Repeat abdominal thrusts if obstruction persists.				
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## Skill Drill 32-6 Performing Infant Chest Compressions

<b>Task:</b> Perform chest compressions on an infant.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform chest compressions on an infant.					
<b>Candidate Directive:</b> "Properly perform chest compressions on an infant."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Position the infant on a firm surface while maintaining the airway. Place two fingers in the middle of the sternum just below a line between the nipples.				
2.	Use two fingers to compress the chest about 1/2" to 1" at a rate of 100 times/min. Allow the sternum to return briefly to its normal position between compressions.				
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## Skill Drill 32-7 Performing CPR on a Child

<b>Task:</b> Perform CPR on a child.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform CPR on a child.					
<b>Candidate Directive:</b> "Properly perform CPR on a child."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Place the child on a firm surface, and maintain the airway with one hand.				
2.	Using two fingers of the other hand, locate the bottom of the sternum by tracing the lower margin of the rib cage to the notch where the ribs and sternum meet. Place the heel of your other hand over the lower half of the sternum, avoiding the xiphoid.				
3.	Compress the chest about 1" to 1½" at a rate of 100/min (about 80/min with pauses for ventilations). Coordinate compressions with ventilations in a 5:1 ratio, pausing for ventilations.				
4.	Reassess for breathing and pulse after about 1 minute and then every few minutes. If the child resumes effective breathing, place him or her in the recovery position.				
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### Skill Drill 32-8 Immobilizing a Child

<b>Task:</b> Immobilize a child.					
<b>Performance Observations:</b> The candidate shall be able to correctly immobilize a child.					
<b>Candidate Directive:</b> "Properly immobilize a child."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Use a towel under the back from the shoulders to the hips to maintain the head in neutral position.				
2.	Apply an appropriately sized cervical collar.				
3.	Log roll the child onto the immobilization device.				
4.	Secure the torso first.				
5.	Secure the head.				
6.	Ensure that the child is strapped in properly.				
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## Skill Drill 32-9 Immobilizing an Infant in a Car Seat

<b>Task:</b> Immobilize an infant in a car seat.					
<b>Performance Observations:</b> The candidate shall be able to correctly immobilize an infant in a car seat.					
<b>Candidate Directive:</b> "Properly immobilize an infant in a car seat."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Carefully stabilize the infant's head in a neutral position.				
2.	Place an appropriately sized cervical collar on the patient if available. Otherwise, place rolled towels or padding alongside the infant.				
3.	Carefully secure the padding, using tape to keep it in place.				
4.	Secure the car seat to the stretcher.				
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### Skill Drill 32-10 Immobilizing an Infant Out of a Car Seat

<b>Task:</b> Immobilize an infant out of a car seat.					
<b>Performance Observations:</b> The candidate shall be able to correctly immobilize an infant out of a car seat.					
<b>Candidate Directive:</b> "Properly immobilize an infant out of a car seat."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Stabilize the head in a neutral position.				
2.	Place an immobilization device between the patient and the surface he or she is resting on.				
3.	Slide the infant onto the board.				
4.	Place a towel under the back from the shoulders to the hips to ensure neutral head position.				
5.	Secure the torso first; pad any voids.				
6.	Secure the head.				
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## Skill Drill 34-1 Immobilizing a Kyphotic Patient on a Long Backboard

<b>Task:</b> Immobilize a kyphotic patient on a long backboard.					
<b>Performance Observations:</b> The candidate shall be able to correctly immobilize a kyphotic patient on a long backboard.					
<b>Candidate Directive:</b> "Properly immobilize a kyphotic patient on a long backboard."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Apply and maintain cervical stabilization. Assess distal functions in all extremities.				
2.	Apply a cervical collar. If the collar does not fit, do not attempt to straighten the patient's neck.				
3.	Rescuers kneel on one side of the patient and place hands on the far side of the patient.				
4.	On command, rescuers roll the patient toward themselves and quickly examine the patient's back.				
5.	Slide the backboard under the patient, and roll the patient onto the board.				
6.	Pad the void space below the kyphotic region of the spine with pillows and blankets. Place rolled towels or foam padding onto the surface of the backboard next to the patient's head.				
7.	Secure the torso to the backboard with straps.				
8.	Secure the patient's head and padding to the backboard. Immobilize the rest of the body as usual.				
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## Skill Drill 34-2 Splinting a Hip Fracture

<b>Task:</b> Splint a hip fracture.					
<b>Performance Observations:</b> The candidate shall be able to correctly splint a hip fracture.					
<b>Candidate Directive:</b> "Properly splint a hip fracture."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Assess pulse, motor, and sensory function. Cover wounds with dry, sterile dressings. Apply direct pressure, if necessary.				
2.	Place patient onto a scoop stretcher or long backboard by logrolling onto the uninjured leg while another provider supports injured extremity.				
3.	Continue to support the injured extremity while another provider places a blanket roll between the patient's legs.				
4.	Place blankets and pillows under the injured extremity.				
5.	Secure both legs and the padding with at least three cravats or straps.				
6.	Reassess pulse, motor, and sensory function.				
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## Skill Drill 39-1 Performing the Sellick Maneuver

<b>Task:</b> Perform the Sellick maneuver.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform the Sellick maneuver.					
<b>Candidate Directive:</b> "Properly perform the Sellick maneuver."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Visualize the cricoid cartilage.				
2.	Palpate to confirm its location.				
3.	Apply firm pressure to the cricoid ring with your thumb and index finger on either side of the midline. Maintain pressure until the patient is intubated.				
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## Skill Drill 39-2 Performing Orotracheal Intubation

<b>Task:</b> Perform orotracheal intubation.					
<b>Performance Observations:</b> The candidate shall be able to correctly perform orotracheal intubation.					
<b>Candidate Directive:</b> "Properly perform orotracheal intubation."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Open and clear the airway. Insert an oropharyngeal airway, and preoxygenate with a BVM device.				
2.	Assemble and test intubation equipment as your partner continues to ventilate.				
3.	Confirm adequate preoxygenation, and remove the oral airway. If available, have another rescuer perform the Sellick maneuver to improve visualization of the cords. Use the head tilt-chin lift maneuver to position a nontrauma patient for insertion of the laryngoscope.				
4.	In a trauma patient, maintain the cervical spine in-line and neutral as your partner lies down or straddles the patient's head to visualize the vocal cords.				
5.	Insert the laryngoscope from the right side of the mouth, and move the tongue to the left. Lift the laryngoscope away from the posterior pharynx to visualize the vocal cords. Do not pry or use the teeth as a fulcrum. Insert the ET tube from the right side until the ET tube cuff passes between the vocal cords. Remove the laryngoscope and stylet. Hold the tube carefully until it is secured.				
6.	Inflate the balloon cuff, and remove the syringe as your partner prepares to ventilate.				
7.	Begin ventilating, and confirm placement of the ET tube by listening over the stomach and both lungs. Also confirm placement with an end-tidal carbon dioxide detector or EDD, if available.				
8.	Secure the tube, and continue to ventilate. Note and record depth of insertion (centimeter marking at the teeth), and reconfirm position after each time you move the patient.				
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### Skill Drill 39-3 Using an LMA

<b>Task:</b> Use an LMA.					
<b>Performance Observations:</b> The candidate shall be able to correctly use an LMA.					
<b>Candidate Directive:</b> "Properly use an LMA."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Assemble and check the equipment. Open and clear the airway, and insert an oral airway.				
2.	Open the airway, insert an oropharyngeal airway, and preoxygenate the patient. Choose the tube size, check the mask for leaks, and deflate and lubricate it.				
3.	Grasp the tube, and position it for insertion, mask down.				
4.	Remove the oral airway, and begin to insert the mask.				
5.	By using your index finger, push the mask up onto the hard palate and advance it until you feel resistance.				
6.	Use the other hand to stabilize the tube as you remove your index finger.				
7.	Check that the black line on the tube faces the upper lip, then inflate the tube without holding it.				
8.	Confirm tube placement by listening over the stomach and lungs, and with a secondary confirmation device. Insert a bite block, and secure the LMA.				
Retest Approved By: _____			Retest Evaluation: _____		

Evaluator Comments: \_\_\_\_\_

Candidate Comments: \_\_\_\_\_

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Retest Candidate Date

Candidate: \_\_\_\_\_ Date: \_\_\_\_\_

ID#: \_\_\_\_\_

## Skill Drill 40-1 Spiking the Bag

<b>Task:</b> Spike the bag.					
<b>Performance Observations:</b> The candidate shall be able to correctly spike the bag.					
<b>Candidate Directive:</b> "Properly spike the bag."					
No.	Task Steps	First Test		Retest	
		P	F	P	F
1.	Remove the rubber pigtail found on the end of the IV bag by pulling on it. Remove the protective cover from the piercing spike.				
2.	Slide the spike into the IV bag port until you see fluid enter the drip chamber.				
3.	Allow the solution to run freely through the drip chamber and into the tubing to prime the line and flush the air out of the tubing.				
4.	Twist the protective cover on the opposite end of the IV tubing to allow air to escape. Remove the cover. Let the fluid flow until air bubbles are removed from the line before turning the roller clamp wheel to stop the flow. Replace the cover.				
5.	Check the drip chamber; it should be only half filled. If the fluid level is too low, squeeze the chamber until it fills; if the chamber is too full, invert the bag and the chamber and squeeze the chamber to empty the fluid back into the bag. Hang the bag in the appropriate location with the end of the IV tubing easily accessible.				
Retest Approved By: _____			Retest Evaluation: _____		

Evaluator Comments: \_\_\_\_\_

Candidate Comments: \_\_\_\_\_

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 Retest Evaluator                      Date

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 Retest Candidate                      Date